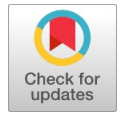# Academic Honesty: Essential in Achievement of Educational Goals

Radhika Kapur

Abstract: The main concept of this research paper is to acquire an efficient understanding of academic honesty. This concept has acquired prominence in higher educational institutions in not only in India, but in other countries of the world as well. When individuals are working on any tasks and assignments, they need to abide by certain laws and rules. When they are working on any types of assignments and projects and are making use of other author's work, they are supposed to cite those authors. On the other hand, not citing sources is referred to as plagiarism. Plagiarism is referred to academic dishonesty. The students in higher educational institutions within the course of pursuance of Bachelors, masters and doctoral programs need to implement the concept of academic honesty. On the other hand, academic dishonesty is referred to not citing the sources, when utilizing other author's work. The students are trained that they need to give credit to other individuals, when they are making use of their work. Acquiring an efficient understanding of academic honesty will open the room for students in higher educational institutions to achieve educational goals. Furthermore, they will be able to promote enhancement of their career prospects. Therefore, it is well-understood, academic honesty is essential in achievement of educational goals. The main concepts that are taken into account in this research paper are, the fundamental values of academic honesty, academic honesty policy, and factors highlighting the importance of academic honesty.

Keywords: Academic Honesty, Achievement, Educational Goals, Educational Institutions, Job Duties, Methodologies, Skills, Values

I. INTRODUCTION

The acquisition of higher education is regarded as optional. The individuals may or may not get enrolled in educational institutions in order to pursue higher education. In higher educational institutions, the concept of academic honesty has acquired prominence. It means that within the course of working on assignments and projects, the students are required to express their own ideas and viewpoints. It is referred to being honest in putting into operation various assignments and projects. When students are consulting other author's work, they are supposed to cite those authors. On the other hand, not citing sources is referred to as plagiarism (Budhwar, 2017) [1]. When exactly the same words of the author are used, one is supposed to put the words in quotes. Hence, it is well-understood,

all types of research materials need to be presented in an accurate and truthful form. As a consequence, students will render an important contribution in carrying out their tasks and activities in a well-organized manner. Furthermore, they will be able to meet the expectations of their supervisors and professors. Therefore, in order to achieve educational goals, the concept of academic honesty is important to be acknowledged and implemented.

The educational institutions of all levels and society recognize integrity and academic honesty. The concept of academic honesty provides foundation for a vibrant academic life, promotes scientific progress and prepares the students to emerge into moral and ethical human beings. Furthermore, they are able to become productive citizens of the country (Carpenter, 2019) [3]. The educators are vested with the authority and responsibility of imparting information among students in terms of meaning and significance of academic honesty. The educators, students and all other members of the educational institutions need to be efficient, honest, and truthful in the implementation of tasks and activities and overall conduct. In putting into operation all types of job duties and responsibilities, honesty should be clearly observed. The different types of job duties and responsibilities are, teaching, learning, administrative tasks, research, writing and so forth. As a consequence of reinforcing honesty in different types of job duties and responsibilities, one will render an important contribution in achieving different types of educational goals in a satisfactory manner. Therefore, academic honesty is an important concept and needs to be reinforced.

II. THE FUNDAMENTAL VALUES OF ACADEMIC HONESTY

The educators in higher educational institutions impart information in terms of meaning and significance of academic honesty. The students need to understand this concept and implement it in an adequate manner. When conducting research on academic honesty, the individuals are required to augment information in terms of fundamental values (Centre for Teaching and Learning, 2020) [4]. The generation of information in terms of fundamental values will be facilitating in putting into operation this concept in a well-ordered manner. Not citing the sources is referred to as plagiarism. In higher educational institutions, within the course of pursuance of doctoral programs, plagiarism is allowed to a certain percentage in thesis. But in writing research papers or working on short research projects, citations need to be made in a satisfactory manner. Hence, academic honesty is an important concept, which needs to be understood in a well-organized and adequate manner.

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Therefore, fundamental values of academic honesty are, honesty, trust, fairness, respect, responsibility and understanding. These are stated as follows:

A. Honesty

The educators, students and all other members of the educational institutions need to be competent, honest, proficient and resourceful in the implementation of tasks and activities and overall conduct. In putting into operation all types of job duties and responsibilities, honesty should be clearly observed. The different types of job duties and responsibilities are, teaching, learning, administrative tasks, research, writing and so forth. As a consequence of reinforcing honesty in different types of job duties and responsibilities, one will render an important contribution in achieving educational goals in a satisfactory manner. Hence, honesty is an important concept and needs to be reinforced.

Furthermore, honesty is the aspect, which is facilitating in promoting enhancement of career prospects. In addition, individuals in employment opportunities are rendering an important contribution in retaining one's jobs. Furthermore, students will contribute efficiently in carrying out their job performance in accordance to the expectations of their educators. As a consequence, room will be open towards promoting enhancement of their career prospects. Therefore, honesty is regarded as one of the indispensable fundamental values of academic honesty.

B. Trust

In educational institutions of all levels, the educators and students are supposed to work in co-ordination with each other. There are number of areas, which are put into operation through discussing with each other. The educators are required to use their ideas and suggestions. In other words, their own discretion, but they in some cases allow students to express their viewpoints as well. Hence, in order to generate desired outcomes, it is necessary to reinforce trust.

In putting into operation various types of teaching-learning methods, teaching-learning materials and instructional strategies, the educators take into account various factors, i.e. grade levels of students, academic subjects and lesson plans, educational goals, academic needs and requirements of students and overall system of education. The educators and students are required to work and augment information in terms of various types of modern, scientific and innovative methods and materials. These are required to be put into operation in an efficient manner in order to generate desired outcomes. Therefore, trust is one of the significant fundamental values of academic honesty.

C. Fairness

The individuals, belonging to all job positions in the educational institutions need to depict fairness in their dealings, conduct, tasks and attitude. The fairness is regarded as one of the indispensable values, which would be facilitating in doing well in one's job duties and generating desired outcomes. Furthermore, individuals will be able to lead to up-gradation of motivation and concentration levels towards carrying out all types of job duties and responsibilities in a well-ordered manner. In depicting fairness, all the individuals need to be well-aware in terms of their job duties and responsibilities.

Furthermore, they need to be well-equipped in terms of methods and procedures to carry these out in a well-organized and satisfactory manner. In addition, it is of utmost significance for individuals to inculcate the traits of morality, ethics, diligence and conscientiousness. These are the traits, which are facilitating in carrying out tasks and activities in a well-ordered and satisfactory manner. Furthermore, individuals are able to cope with various types of dilemmas in an adequate manner and form cordial and amiable terms and relationships with each other. Therefore, fairness is a fundamental value of academic honesty, which is facilitating in generating desired outcomes.

D. Respect

It is apparently understood that all the members need to treat each other with respect. The fundamental value of respect enables the individuals to generate information in terms of various factors, i.e. making use of polite language and decent words; treating each other with respect and courtesy; making provision of factual information; depicting the traits of helpfulness and co-operation and possessing an approachable nature and an amiable attitude. Furthermore, one needs to have respect for everybody' else opinions, thoughts, ideas, and viewpoints.

The faculty members are required to augment their information in terms of various factors, which would be facilitating in carrying out their tasks and activities in a successful manner. Hence, when they will communicate and work with each other in a respectful manner, only then they will be able to render an important contribution in carrying out their tasks and activities in a well-ordered manner (Chapter 3, n.d.) [5][6][7][8][9][10]. As a consequence, job performance will be carried out in accordance to the expectations of individuals in leadership positions. Therefore, respect is a fundamental value of academic honesty, which is approving in forming cordial and amiable terms and relationships with each other.

E. Responsibility

Every member of the educational institution is responsible for upholding the academic honesty of scholarship and research. As a consequence of acknowledging the meaning and significance of responsibility, the individuals are focusing on generating information in terms of their job duties and responsibilities. Furthermore, they need to be well-equipped in terms of methods and procedures to carry these out in a well-organized and satisfactory manner. It is also referred to not trying to make any mistakes. Despite experiencing any kind of pressure from peers, loyalty, compassion or insecurity, the individuals need to ensure, they take care and concentrate on their tasks and activities.

This is regarded to be of utmost significance in order to achieve desired goals. In order to be successful in all types of job duties and responsibilities, the individuals need to reinforce the traits of efficiency, honesty and truthfulness. Hence, being responsible is referred to paying adequate attention to one's job duties and responsibilities Furthermore, individuals will be able to augment information in terms of all the essential factors,

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which would be facilitating in generating desired outcomes. Therefore, responsibility is a fundamental value of academic honesty, which is suitable in meeting the expectations of individuals in leadership positions.

F. Understanding

In the cases of working on projects and reports, one needs to acquire an efficient understanding of the concept of academic honesty. The educators are vested with the authority and responsibility of imparting information in terms of meaning and significance of academic honesty. When students are consulting other author's work or other sources, they are supposed to cite those authors and sources. On the other hand, not citing the author's name or sources is referred to as plagiarism. When exactly the same words of the authors are used, one is supposed to put the words in quotes. Hence, it is well-understood, all types of research materials need to be presented in an accurate and truthful form.

Furthermore, individuals are required to depict the traits of efficiency, honesty and righteousness. As a consequence, they will do well in their job duties and responsibilities, achieve desired goals and objectives and meet the expectations of individuals in leadership positions. Hence, not only students, but concept of academic honesty is to be understood by other members, so they are able to up-grade the overall system of education. Therefore, understanding is a fundamental value of academic honesty, which is approving in achievement of educational goals and leading to up-gradation of overall system of education.

III. ACADEMIC HONESTY POLICY

All the higher educational institutions, not only in India, but in other countries of the world as well, expect their students to be honest in their work and performance. When students obtain admission in higher educational institutions, they are imparted information in terms of meaning and significance of academic honesty. The students are imparted information that are required to depict the traits of efficiency, honesty and righteousness. As a consequence, they will do well in their job duties and responsibilities, achieve desired goals and objectives and meet the expectations of individuals in leadership positions. The students in higher educational institutions agree to comply by the academic honesty policy and live up to the academic standards.

The students are well-informed in terms of the factor that failure to abide by the academic honesty policy will enable them to experience setbacks within the course of putting into operation various tasks and activities. It may also lead to expulsion from the educational institution. It is also an obligation on the part of students that they are meant to report all types of violations of academic honesty, which they witness to the higher authorities. It is an ethical obligation to adhere to the honour code. All the students and other members are required to abide by the academic honesty policies. Therefore, academic honesty policies need to be understood in order to be successful in putting into operation various types of job duties, related to academic learning.

The students are required to agree that when they are working on any projects and assignments and consulting other author's work, they are supposed to cite those authors. On the other hand, not citing sources is referred to as plagiarism. An academic honesty policy is, plagiarism will lead to expulsion from educational institutions. Hence, it is well-understood, if students are plagiarising, they are subjected to disciplinary action, including expulsion from educational institutions. The educators are vested with the authority and responsibility of imparting information in terms of meaning and significance of academic honesty. Furthermore, communication processes are required to take place in an effective manner.

The educators and students are required to be well-informed in terms of communication ethics, i.e. making use of polite language and decent words; treating each other with respect and courtesy; making provision of factual information; depicting the traits of helpfulness and co-operation and possessing an approachable nature and an amiable attitude. Furthermore, one needs to have respect for everybody' else opinions, thoughts, ideas, and viewpoints. The students are required to put emphasis on leading to up-gradation of their listening skills. These are the skills that are facilitating in augmenting one's knowledge and understanding in terms of various subjects and concepts. Furthermore, they will be able to obtain answers to all types of questions that are overwhelming and clarify their doubts. Therefore, an academic honesty policy is, violation of academic honesty shall lead to expulsion from the educational institutions.

In the present existence, with advancements taking place and with the advent of modernization and globalization, individuals are making use of various types of modern, scientific and innovative methods and materials within the course of putting into operation various tasks and activities. These are, utilization of charts, graphs, maps, pictures, images, models, designs, structures, tools, devices, apparatus, machinery, equipment and various types of technologies. The individuals, belonging to all job positions are making use of these methods and materials in putting into operation various types of tasks and activities. They need to acquire an efficient understanding of the concepts and get engaged in regular practice. The regular practice is facilitating in overcoming all types of setbacks in putting into operation various types of job duties and responsibilities.

When students are obtaining any ideas or thoughts from instructors, they have to make sure that these are not their own nor of the instructors. Violations of the honour code and policies are included to be cheating, plagiarism, bribery, misrepresentation, conspiracy, fabrication, collusion, duplicate submission, academic misconduct, inappropriate utilization of computers or calculators, improper online television, blended course use, disruptive behaviour, theft, right to confidentiality, unprofessional and unethical behavioural traits and violation of academic laws and rules.

All these factors are stated to be violation of academic honesty policies. Therefore, in order to achieve educational goals and lead to up-gradation of overall system of education, individuals need to abide by all the academic honesty policies.

A. Factors Highlighting the Importance of Academic Honesty

An aimless life is a meaningless life. Hence, individuals, belonging to all communities, categories and socio-economic backgrounds have different types of goals and objective to achieve. Acquiring good-quality education is regarded as one of the major goals of individuals. Hence, in the present existence, they are getting enrolled in educational institutions of all levels to acquire education (Carnell, & Fung, 2017) [2]. In higher educational institutions within the course of putting into operation Bachelors, masters and doctoral programs, the students need to acknowledge and implement the concept of academic honesty.

As a consequence, individuals will do well in their job duties and responsibilities, achieve desired goals and objectives and meet the expectations of individuals in leadership positions. The students in higher educational institutions agree to comply by the academic honesty policy and live up to the academic standards. Hence, it is understood on a comprehensive basis that understanding and implementing academic honesty will be facilitating to all the members of the educational institutions. Therefore, it is necessary to be well-informed in terms of factors highlighting the importance of academic honesty. These are stated as follows:

B. Acknowledging Traits of Morality and Ethics

The educators, students and all other members of the educational institutions need to acknowledge traits of morality and ethics in the implementation of job duties and overall deportment. In putting into operation all types of job duties and responsibilities, traits of morality and ethics should be acknowledged and implemented. The different types of job duties and responsibilities are, teaching, learning, administrative functions, research, writing and so forth. As a consequence of reinforcing these traits in different types of job duties and responsibilities, one will render an important contribution in achieving educational goals in a satisfactory manner.

Furthermore, individuals will contribute efficiently in promoting enhancement of career prospects. In addition, individuals in employment opportunities are rendering an important contribution in retaining one's jobs. Furthermore, students will contribute efficiently in carrying out their job performance in accordance to the expectations of their educators. As a consequence, these traits will be meaningful and advantageous on a comprehensive basis. Therefore, acknowledging traits of morality and ethics is regarded as one of the indispensable factors highlighting the importance of academic honesty.

C. Developing Mutual Understanding with each other

In educational institutions of all levels, the educators and students are supposed to work in co-ordination with each other. Hence, in order to put into operation various tasks and activities in a successful manner, the development of mutual understanding is regarded to be of utmost significance. There are number of areas, which are put into operation through discussing with each other. The educators are required to use their ideas and suggestions. In other words, their own discretion, but they in some cases allow students to express their viewpoints as well.

In order to generate desired outcomes, it is necessary to reinforce trust. The educators impart information among students in terms of meaning and significance of academic honesty. Hence, the development of mutual understanding will open room towards implementing tasks and activities in a successful manner. Furthermore, there will be an increase in motivation and concentration levels towards carrying out all tasks in a well-ordered manner. Therefore, developing mutual understanding with each other is one of the significant factors highlighting the importance of academic honesty.

D. Promoting Justice and Equality

The individuals, belonging to all job positions in the educational institutions need to promote justice and equality in their dealings and attitude. These are regarded as one of the indispensable values, which would be facilitating in doing well in one's job duties and generating desired outcomes. Furthermore, individuals will be able to lead to up-gradation of confidence levels towards carrying out all types of job duties and responsibilities in a well-ordered manner.

In promoting justice and equality, all the individuals need to be well-aware in terms of their job duties and responsibilities. Furthermore, they need to be well-equipped in terms of methods and procedures to carry these out in a well-organized and satisfactory manner. Furthermore, individuals are able to cope with various types of dilemmas in an adequate manner and form cordial and amiable terms and relationships with each other. As a consequence, the individuals will contribute efficiently in incurring the feelings of pleasure and contentment. Therefore, promoting justice and equality is an eminent factor highlighting the importance of academic honesty.

IV. TREATING OTHERS WITH COURTESY

It is apparently understood that all the members need to treat each other with courtesy. The acknowledgement and implementation of trait of courtesy enables the individuals to generate information in terms of various factors, i.e. making use of polite language and decent words; treating each other with respect and courtesy; making provision of factual information; depicting the traits of helpfulness and co-operation and possessing an approachable nature and an amiable attitude. Furthermore, one needs to have respect for everybody' else opinions, thoughts, ideas, and viewpoints.

The faculty members are required to augment their information in terms of various factors, which would be facilitating in carrying out their tasks and activities in a successful manner. Hence, when they will communicate and work with each other in a courteous manner.

In this manner, they will be able to obtain help in overcoming setbacks. Furthermore, individuals will be able to carry out their tasks and activities in a well-ordered manner. As a consequence, job performance will be carried out in accordance to the expectations of individuals in leadership positions. Therefore, treating others with courtesy is an expedient factor highlighting the importance of academic honesty.

A. Depicting the Traits of Efficiency, Honesty and Righteousness

As a consequence of acknowledging the meaning and significance of traits of efficiency, honesty and righteousness, every member of the educational institution is responsible for upholding the academic honesty. The members need to focus on generating information in terms of their job duties and responsibilities. Furthermore, they need to be well-equipped in terms of methods and procedures to carry these out in a well-organized and satisfactory manner. Despite experiencing any kind of pressure from peers, loyalty, compassion or insecurity, the individuals need to ensure, they concentrate on their tasks and activities.

This is regarded to be of utmost significance in order to achieve desired goals. In order to be successful in all types of job duties and responsibilities, the individuals need to reinforce the traits of efficiency, honesty and righteousness. Hence, being responsible is referred to paying adequate attention to one's job duties and responsibilities. Furthermore, individuals will be able to augment information in terms of all the essential factors, which would be facilitating in generating desired outcomes. Therefore, depicting the traits of efficiency, honesty and righteousness is a noteworthy factor highlighting the importance of academic honesty.

B. Being Well-Informed in Terms of Job Duties and Methods

All the members need to augment their information in terms of job duties and methods to implement these in a well-ordered manner. The educators are vested with the authority and responsibility of imparting information in terms of meaning and significance of academic honesty and academic subjects. Hence, it is well-understood, the possession of information in terms of job duties and methods will be facilitating in doing well in one's work. Furthermore, students understand that all types of research materials need to be presented in an accurate and truthful form.

Furthermore, individuals are required to depict the traits of productivity, proficiency and uprightness. As a consequence, they will do well in their job duties and responsibilities, achieve desired goals and objectives and meet the expectations of individuals in leadership positions. Hence, not only students, but concept of academic honesty is to be understood by other members, so they are able to up-grade the overall system of education. As a consequence, one will be able to promote enhancement of one's career prospects. Therefore, being well-informed in terms of job duties and methods is a notable factor highlighting the importance of academic honesty.

C. Utilizing Pioneering Methods and Materials

With advancements taking place and with the advent of technologies, individuals, belonging to all fields are making use of various types of pioneering methods and materials. These are utilized by all the members, belonging to all job positions within the course of putting into operation various types of job duties and responsibilities. Furthermore, within classroom settings, educators and students are making use of these. These are, utilization of charts, graphs, maps, pictures, images, models, designs, structures, tools, devices, apparatus, machinery, equipment and various types of technologies.

The individuals, belonging to all job positions are required to ensure, these are available and utilized in a moral and ethical manner. Furthermore, they need to acquire an efficient understanding of the concepts and get engaged in regular practice. The regular practice is facilitating in overcoming all types of setbacks in putting into operation various types of job duties and responsibilities. There are formulation of certain laws and rules regarding the utilization of these methods and materials. Furthermore, it needs to be ensured, wastage is prevented. As a consequence, tasks will be implemented in an honest manner. Therefore, utilizing pioneering methods and materials is a productive factor highlighting the importance of academic honesty.

V. HONING TECHNICAL SKILLS

In the present existence, in all fields, the utilization of technologies have acquired prominence. The technical skills are the skills, which are in terms of utilization of different types of technologies, i.e. computers, lap-tops, I pads, scanners, printers, photo-copiers, audio-visual aids, projectors and so forth. In honing technical skills, individuals need to acquire an efficient understanding of the concepts and get engaged in regular practice. The regular practice is facilitating in overcoming all types of setbacks in putting into operation various types of job duties and responsibilities.

In order to carry out all types of job duties and responsibilities in an adequate manner, individuals need to ensure, they overcome the feelings of apprehensiveness and vulnerability. Furthermore, they are required to reinforce their confidence levels. Hence, it is well-understood, honing technical skills is vital in not only doing well in one's job duties, but individuals will reinforce the traits of diligence and conscientiousness. Furthermore, they will depict honesty in their tasks and activities. As a consequence, progression will take place of members and overall system of education. Therefore, honing technical skills is an essential factor highlighting the importance of academic honesty.

A. Differentiating between Appropriate and Inappropriate Factors

In acknowledging the meaning and significance of academic honesty, individuals will render an important contribution in differentiating between appropriate and inappropriate factors.

Within the course of academic learning, the educators and students come across various factors, which are appropriate, i.e. honesty, trust, fairness, and respect, whereas, there are other factors, which are inappropriate, i.e. cheating, fraud, unethical behaviour, and unprofessionalism. Hence, in order to generate desired outcomes, it is necessary to differentiate between appropriate and inappropriate factors. Furthermore, one needs to have respect for everybody' else opinions, thoughts, ideas, and viewpoints.

The students are required to put emphasis on leading to up-gradation of their communication skills and interactive abilities. These are regarded to be of utmost significance.

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Furthermore, these are facilitating in augmenting one's knowledge and understanding in terms of various types of subjects and concepts. In addition, all the members will be able to obtain answers to all types of questions that are overwhelming and clarify their doubts. As a consequence, concept of academic honesty will be acknowledged and put into practice in an appropriate manner. Therefore, differentiating between appropriate and inappropriate factors is a useful factor highlighting the importance of academic honesty.

B. Abiding by Laws and Rules

The individuals in leadership positions are vested with the authority and responsibility of formulating laws and rules. The different areas in terms of which these are formulated are, teaching-learning methods, teaching-learning materials, instructional strategies, usage of technologies and innovative materials, management of financial, human, technical, material and information resources, maintaining discipline, laws in terms of work timings, laws against sexual harassment, and academic honesty policies. The members of the educational institutions are required to abide by laws and rules. As a consequence, all types of job duties and responsibilities will be carried out in a well-organized and satisfactory manner.

In order to carry out all types of job duties and responsibilities in an adequate manner, individuals need to ensure, they are well-informed in terms of job duties and responsibilities. Furthermore, they are required to reinforce their confidence levels. Hence, it is well-understood, formulation of laws and rules and augmenting different types of skills and abilities are approving in achievement of desired goals. In addition, it is vital to not only do well in one's job duties, but individuals will reinforce the traits of diligence and conscientiousness. Furthermore, concept of academic honesty will be acknowledged and put into operation. Therefore, abiding by laws and rules is a prominent factor highlighting the importance of academic honesty.

VI. CONCLUSION

Academic honesty is referred to being honest in academic tasks. The fundamental values of academic honesty are, honesty, trust, fairness, respect, responsibility and understanding. Factors highlighting the importance of academic honesty are, acknowledging traits of morality and ethics, developing mutual understanding with each other, promoting justice and equality, treating others with courtesy, depicting the traits of efficiency, honesty and righteousness, being well-informed in terms of job duties and methods, utilizing pioneering methods and materials, honing technical skills, differentiating between appropriate and inappropriate factors and abiding by laws and rules. Finally, it can be stated, implementing academic honesty is facilitating in achievement of educational goals.

DECLARATION STATEMENT

I must verify the accuracy of the following information as the article's author.

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